



# National Science Foundation

## *Rotational Vacancy*

**ANNOUNCEMENT NO: E20050143-Rotators**

**OPEN: 9-30-2005 CLOSE: 10-31-2005**

**POSITIONS WILL BE FILLED ON A ONE OR TWO YEAR VISITING SCIENTIST APPOINTMENT, INTERGOVERNMENTAL PERSONNEL ACT (IPA) ASSIGNMENT BASIS, OR FEDERAL TEMPORARY APPOINTMENT.**

**INDIVIDUALS WISHING TO APPLY FOR A PERMANENT POSITION SEE VACANCY NUMBER E20050142**

The National Science Foundation is seeking a candidate for a position as Program Director for the Methods, Cross-Directorate and Science and Society Cluster, Cross-Directorate Activities Program, in the Division of Social and Economic Sciences (SES), Directorate for Social and Behavioral Sciences, Arlington, VA. ***The desired starting date for these appointments is November 15, 2005.***

This position supports cross-directorate activities for programs in the Division of Social and Economic Sciences (SES) as well as the Division of Behavioral and Cognitive Sciences (BCS). The Division of Social and Economic Sciences (SES) supports research to develop and advance scientific knowledge focusing on economic, legal, political, and social systems, organizations and institutions. In addition, SES supports research on the intellectual and social contexts that govern the development and use of science and technology. The Division of Behavioral and Cognitive Sciences supports research to develop and advance scientific knowledge focusing on human cognition, language, social behavior and culture as well as research on the interactions between human societies and the physical environment. More information about SES, BCS, and their programs can be found on the website at <http://www.inside.nsf.gov/sbe>

The Cross Directorate Activities (CDA) program encompasses a collection of Foundation-wide activities that provide support for human resource development and infrastructure improvement. CDA houses and provides information about various NSF-wide programs in which the Division of Social and Economic Sciences and the Division of Behavioral and Cognitive Sciences participate. CDA administers some programs directly and coordinates other programs aimed at Foundation-wide goals of increasing the participation of women, minorities, and the disabled in science and engineering; encouraging and rewarding promising new faculty; supporting undergraduate, graduate, and postdoctoral activities; and improving the infrastructure of the social and behavioral sciences.

**Qualifications required:** Applicants must possess a Ph.D. with training and expertise in any of the Social or Behavioral Sciences. The applicant should possess demonstrated experience in providing leadership to multi-disciplinary research programs, or managing research with a broad spectrum of the social, behavioral, and/or economic science research community. In addition, six or more years of successful research, research administration, and/or managerial experience pertinent to the program are required. This position will be filled on a one or two year Visiting Scientist Appointment, under the terms of the Intergovernmental Personnel Act (IPA) or as a Federal Temporary Appointment. Temporary and Visiting Scientist appointments will be made under the Excepted Authority of the NSF Act with a current salary range of \$88,369 to \$137,713, depending on qualifications and experience. For Visiting Scientist appointments, individuals are in a non-pay leave status from the home institution and are appointed to NSF's payroll as a Federal employee. NSF withholds FICA and provides reimbursement for fringe benefits. For Federal temporary appointments of more than one year, the usual civil service benefits (retirement, health and life insurance) are applicable. For IPA assignments, the individual remains an employee on the payroll of his or her home institution and the institution continues to administer pay and benefits. NSF reimburses the institution for NSF's negotiated share of the costs. Individuals eligible for an IPA assignment include employees of State and local government agencies,

institutions of higher education, Indian tribal governments, federally funded research and development centers and qualified nonprofit organizations. For more information regarding Visiting Scientist appointments or IPA assignments, visit our website at [http://www.nsf.gov/about/career\\_opps](http://www.nsf.gov/about/career_opps).

#### **DUTIES AND RESPONSIBILITIES:**

The individual selected for this position will serve as a Program Director for Cross-Directorate Activities. The Program Director will be responsible for the administration of the merit review process and proposal recommendations, deal with administrative matters relating to active NSF grants, maintain regular contact with the research community, and provide advice and consultation upon request. The Program Director also assists the Division Director and Assistant Director in developing management plans for new initiatives and interagency collaborations. The Program Director serves as a recognized authority on NSF policy, objectives and mission inside the Foundation as well as with other federal agencies, scientific communities, and the public. Program Directors also provide technical assistance to new Visiting Scientists involved in support of interdisciplinary research and represent SBE in interagency meetings and Foundation-wide coordinating committees. In addition, responsibilities include long-range planning and budget development for the areas of science represented by the program cluster; the preparation of press releases, feature articles and material describing advances in the research supported by the cluster; and the selection and oversight of support staff.

**QUALIFICATIONS DESIRED:** In addition to the qualifications outlined above, further qualifications desired include:

- Knowledge and understanding of scientific principles, theories, and methods that underlie research in Social and/or Behavioral Sciences.
- Research, analytical and technical writing skills, which evidence the ability to perform extensive inquiries into a wide variety of significant issues and to make recommendations and decisions based on findings.
- Ability to organize, implement and manage large, multi-disciplinary, broadly based, proposal driven grant programs allocating resources to meet a broad spectrum of program goals.
- Ability to meet and deal with members of the scientific community, other funding agencies and peers to effectively present and advocate program policies and plans.
- Knowledge and understanding of the budget process including developing, planning, and formulating.

**HOW TO APPLY:** Applications may be transmitted electronically to [rotator@nsf.gov](mailto:rotator@nsf.gov). Individuals may also submit a resume or any application of your choice to the National Science Foundation, Division of Human Resource Management, 4201 Wilson Blvd., Arlington, VA 22230, Attn: E20050143-Rotators. In addition, you are encouraged to submit a narrative statement that addresses your background and/or experience related to the Program you are applying for. You are asked to complete and submit the attached Applicant Survey form. Submission of this form is voluntary and will not affect your application for employment (the information is used for statistical purposes). Telephone inquiries may be referred to Executive and Visiting Personnel Branch at (703) 292-8755. For technical information, contact Dr. Richard O. Lempert, Division Director, at (703) 292-8760 or email [rlempert@nsf.gov](mailto:rlempert@nsf.gov). Hearing impaired individuals may call TDD (703) 292-8044.

The National Science Foundation provides reasonable accommodations to applicants with disabilities on a case-by-case basis. If you need a reasonable accommodation for any part of the application and hiring process, please notify the point of contact listed on this vacancy announcement.

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HIGHLY QUALIFIED STAFF THAT REFLECTS THE DIVERSITY OF OUR NATION**

NATIONAL SCIENCE FOUNDATION  
APPLICANT SURVEY

OMB No. 3145-0096  
Expiration: 7/31/2005

Vacancy Ann. #: \_\_\_\_\_ Position Status (temporary/permanent): \_\_\_\_\_

Position Title/Series/Grade: \_\_\_\_\_

INSTRUCTIONS

Your completion of this form will be appreciated. Submission of this Information is voluntary and it will have no effect on the processing of your application. The data collected will be used only for statistical purposes to ensure that agency personnel practices meet the requirements of Federal law. Pursuant to 5 CFR 1320.5(b), an agency may not conduct or sponsor, and a person is not required to respond to an information collection unless it displays a valid OMB control number. The OMB control number for this collection is 3145-0096. NSF estimates that each respondent should take about 3 minutes to complete this survey, including time to read the instructions. You may have comments regarding this burden estimate or any other aspect of this survey, including suggestions for reducing this burden. If so, please send them to NSF Reports Clearance Officer, Division of Administrative Services, NSF, 4201 Wilson Blvd., Arlington, VA. 22230.

PRIVACY ACT INFORMATION

GENERAL - This information is provided pursuant to Public Law 93-579 (Privacy Act of 1974), December 31, 1974, for individuals completing Federal records and forms that solicit personal information.

AUTHORITY - Section 7201 of title 5 of the U.S. Code and Section 2000e-16 of title 42 of the U.S. Code.

PURPOSE AND ROUTINE USES

The information is used for research and for a Federal Equal Opportunity Recruitment Program (FEORP) to help insure that agency personnel practices meet the requirements of Federal law. Address questions concerning this form and its uses to the Privacy Act Officer, National Science Foundation, Arlington, VA 22230.

1. Today's Date: \_\_\_\_\_ 2. Year of Birth: \_\_\_\_\_

3. How did you learn about the particular position for which you are applying? (Circle appropriate number.)

- |   |   |
|---|---|
| 01 - Newspaper (specify) _____  | 10 - Federal, State or local job information center                       |
| 02 - Contact with NSF Personnel Office<br>(Agency Bulletin Board or other Announcement) | 11 - State vocational rehabilitation agency or<br>Veterans Administration |
| 03 - NSF-initiated personal contact   | 12 - State employment office  |
| 04 - Science Magazine, or other professional journal or magazine<br>(specify) _____     | 13 - School or college counselor or other official                        |
| 05 - Affirmative Action Register  | 14 - Private job Information service                                      |
| 06 - Attendance at conference, meeting or job fair<br>(specify) _____                   | 15 - Private employment service   |
| 07 - NSF recruitment at school or college   | 16 - Friend or relative working at NSF                                    |
| 08 - Colleague referral   | 17 - Friend or relative not working at NSF                                |
| 09 - NSF Bulletin   | 18 - NSF website  |
|   | 19 - Internet or other website  |
|   | 20 - Other (specify) _____  |

4. Select the ethnic category with which you most closely identify:

- A. **Hispanic or Latino.** A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- B. **Not Hispanic or Latino.**

5. Select one or more racial category with which you most closely identify:

- A. **American Indian or Alaska Native.** A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
- B. **Asian.** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- C. **Black or African American.** A person having origins in any of the black racial groups of Africa.
- D. **Native Hawaiian or Other Pacific Islander.** A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- E. **White.** A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

6. Sex (Circle the appropriate letter.) F - Female M - Male

7. Please provide Information on your disability status by circling the appropriate category below:

1. I do not have a disability; 2. Hearing impairment; 3. Vision impairment; 4. Missing extremities; 5. Partial paralysis;  
6. Complete paralysis; 7. Convulsive disorder; 8. Mental retardation; 9. Mental or emotional illness; 10. Severe distortion of limbs  
and/or spine; 11. I have a disability but it is not listed.

FOR AGENCY USE

Agency Code: \_\_\_\_\_

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER